

## **Council on Aging Board Meeting**

### **April 14, 2004**

#### **In Attendance:**

Chairman Paul Keegan, Vice-Chairman Helene Tanenholtz, Board members Helen McLaughlin, Tim Swiss, and Secretary John Concordia. Director Sharon Yager and Dolores Lake (SCPC representative) were also present. Board members Al Crommett and Lillian Goodman were excused.

#### **1. Chairman's Comments:**

The March meeting minutes were reviewed and accepted with one correction noted regarding the Friend's commitment for insuring the new van. Paul reported on a meeting he attended for "caregivers" and he informed the board of a scheduled clinic to be held at UMASS on May 15<sup>th</sup> at which a dermatology screening will be available for anyone interested. Paul also read a letter from State Senator Guy Glodis regarding legislation being considered to change the "circuit breaker" levels for seniors' benefits.

#### **2. Directors Comments:**

Sharon provided information on 2 grants: A Cultural Arts grant for \$550 has been received and the grant applied for Transportation equipment is still under review. Sharon reported that the "tax work-off" program has 2 open slots at present. Despite the paperwork required because of differences in State and Federal treatment of income tax obligations of participants, the program is useful for seniors who need help in paying taxes!

#### **3. Liaison Reports:**

CMAA: Vicki Zwerdling provided a copy of the February 19<sup>th</sup> meeting of the CMAA advisory council.

Friends of the SCC, Inc.: Louise Russell, President, reported that she and the town manager had signed the Lease Agreement today which will allow us to move forward with the operation of the new van. She also indicated that the Friends have purchased a liability insurance program for their organization.

Shrews.Comm.Part./Children: Dolores commented on the new Director of SCS Elder Services, Worc./Outreach: Jacquie provided a report on her activities for the month of March and a suggested "release of information" form from the Sutton COA (see old business below for further action in this regard).

#### **4. Old Business:**

Budget update: Sharon presented copies of the final FY 05 budget presented to Finance Committee--this includes a \$3,000.00 reduction from previous total of \$223,484.00 requested.

Transportation: Some discussion was held with regard to funding operation of the new van since we have cooperative funding sources in Housing Authority, DMR, Friends and others. The town will provide a "revolving fund" account. Client fares are to be determined along the way.

Newsletter on-line: Sharon reported that about 30 people have expressed an interest in receiving the Senior Edition newsletter on line. There is also an embryonic interest in networking with other COA newsletters.

Volunteer Recognition: The day for this event is April 23rd invitations have been sent out and program activities set.

Client Authorization Form: The board reviewed the sample form from the Sutton COA and compared with a draft provided earlier by Jacquie. The board decided to adopt the draft for use in our outreach programs.

**5. New Business:**

Yard Sale: Sharon reported that she and the town manager had reviewed the proposed idea of a yard sale at the senior center as a Friends fundraiser. Plans will be developed further.

Job Descriptions: Job descriptions for the outreach worker and the volunteer coordinator need to be reviewed--a workshop was scheduled for April 26<sup>th</sup> at 9:00am to continue this discussion.

Kitchen Issues: Helene reported that the dishwasher and the stove are in need of repair. Some discussion ensued with regard to the responsibility for paying to do the required work. No final decision reached.

*Respectively submitted,  
John Concordia, Secretary*